



REPLY TO  
ATTENTION OF

DEPARTMENT OF THE ARMY  
A COMPANY, 1ST BATTALION, 13TH AVIATION REGIMENT  
1ST AVIATION BRIGADE  
FORT RUCKER AL 36362-5115

ATZQ-BDE-EA

7 April 2014

MEMORANDUM FOR All A Company Personnel

SUBJECT: Commander's Open Door Policy – Policy Number 7

1. My primary concern as your Company Commander is the welfare of our Soldiers, civilians and their families. I am always available to the members of this Company to discuss any issues, concerns, or assist with solving problems.
2. Most problems and issues are more efficiently dealt with when solved at the lowest level. It is for this reason that I ask all members of this Company to utilize the chain of command, and route all issues through the proper channels.
3. If for any reason, the chain of command proves to be inappropriate to use, or cannot solve the problem for any reason, I will be available.
4. You are free to contact me at any time through telephone, e-mail, or in person. If a private setting is required, Soldiers are welcome to set up an appointment with me through their Platoon Sergeant or the First Sergeant. During non-duty hours, or in case of emergency, I can be contacted through the Company CQ or the Duty NCO.

  
JACOB E. PARRISH  
CPT, AV  
Commanding